

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 4-01				
						<input type="checkbox"/> Other <input type="checkbox"/> Amendment Number:				
Contract Number EP-C-16-003			Contract Period 07/01/2016 To 06/30/2021 Base Option Period Number 4			Title of Work Assignment/SF Site Name NPDES Application Forms				
Contractor EASTERN RESEARCH GROUP, INC.					Specify Section and paragraph of Contract SOW See PWS					
Purpose: <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval						Period of Performance From 07/01/2020 To 06/30/2021				
Comments: Work shall not start and cost cannot incur until July 1, 2020. On July 1, 2020, and in accordance with clause B.2 of the contract, immediate start is hereby approved for this work assignment. If the work plan is not approved within 30 calendar days after receipt of the work plan, the contractor shall stop work.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO <input type="checkbox"/> Note: To report additional accounting and appropriations date use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE: 0				
07/01/2016 To 06/30/2021										
This Action:						1,365				
Total:						1,365				
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee		LOE:				
Cumulative Approved:				Cost/Fee		LOE:				
Work Assignment Manager Name Amelia Letnes						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-564-5627				
						FAX Number:				
Project Officer Name Tangela Cooper						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-566-0369				
						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number:				
						FAX Number:				
Contracting Official Name Camille W. Davis						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 513-487-2095				
						FAX Number: 513-487-2115				

**PERFORMANCE WORK STATEMENT
CONTRACT EP-C-16-003
WORK ASSIGNMENT 4-01**

Title: Technical Support for NPDES Application Forms and Information Collection Requests

Work Assignment Contracting Officer's Representative (WACOR):

Amelia Letnes (4203M)
Water Permits Division
Office of Wastewater Management
U.S. Environmental Protection Agency
Washington, D.C. 20004
202-564-5627
Letnes.Amelia@epa.gov

Alternate Work Assignment Contracting Officer's Representative (Alternate AWACOR):

Laura Phillips (4203M)
Water Permits Division
Office of Wastewater Management
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phillips.laura@epa.gov

Period of Performance: July 1, 2020 through June 30, 2021

Estimated Level of Effort: 1,365 hours

Background Information: The Water Permits Division (WPD), within the Office of Wastewater Management (OWM), is responsible for implementation and oversight of the National Pollutant Discharge Elimination System (NPDES) permit program. This program regulates point source discharges of pollutants to surface waters of the United States.

In recent years, OWM has undertaken a rulemaking effort that requires new information to be submitted with each of the eight NPDES permit application forms (Forms 1, 2A, 2B, 2C, 2D, 2E, 2F, and 2S). In conjunction with the regulatory changes, EPA has revised the format and content of each of the application forms and has revised and enhanced the instructions that accompany each form. As of June 12, 2019, facilities submitting applications to EPA (i.e., where EPA is the NPDES permitting authority), are required to use these revised application forms. Where a state or U.S. Territory is the NPDES permitting authority, the state or territory will establish through its regulations and/or program implementation procedures, whether applicants for state-issued NPDES permit will use state-specific application forms, the previous versions of

EPA's application forms, or the newly revised EPA application forms. [Note: States/Territories using state-specific forms or older versions of the EPA application forms are required to make any changes necessary to conform to the new regulatory requirements for application forms within the timeframes established in the final rulemaking.]

Under a separate work assignment (WA 2-06/Contract EP-C-16-003), the Contractor assessed existing application procedures used by each of the authorized NPDES state programs to determine whether the state uses EPA application forms, their own state-specific forms, or a combination of state and EPA forms. The Contractor also noted any supplemental information required by state application forms and any notable differences from the EPA application process.

The first objective of this work assignment is to provide technical support to WPD in activities involving the revised application forms. These activities include future enhancements to the forms and reviews of state-specific application forms.

Under the Paperwork Reduction Act (PRA) of 1995, the Agency is required to obtain Office of Management and Budget (OMB) approval before it can request the public to submit information or retain records, be it via paper or electronically. The package of materials describing an information collection that is submitted by the Agency to OMB is called an "Information Collection Request" or "ICR." Any monitoring, reporting, or record keeping requirement imposed on non-federal respondents by EPA will require an ICR. When an ICR is needed, it is subject to OMB review and approval regardless of whether the information is collected voluntarily or is required to receive a grant or a benefit. Often, the information collection effort is aided by the use of OMB-approved forms associated with the ICR. As with all information collection activities, EPA must routinely evaluate its forms and make modifications as necessary to reflect current responsibilities and identify opportunities to streamline information collection efforts. Preparing an ICR requires that EPA estimate the burden incurred by respondents and the Agency for collecting, reporting, and maintaining the necessary information.

The second objective of this work assignment is to support EPA in developing ICR burden estimates and materials for submission to OMB. The project lead for the ICR support should have at least 5-10 years' experience in working with burden estimates and ICRs.

Performance Work Statement: Contract Section 3.3, 3.5

The administrative and technical tasks to be provided by the Contractor under this work assignment shall support management, technical and logistical tasks associated with the NPDES application forms and ICRs. The Contractor shall not be involved in Agency policy or decision making.

This Performance Work Statement establishes activities, described in the tasks below, to be conducted by the Contractor in FY2020 and FY2021.

Task 1: Support for Future Enhancements to NPDES Individual Permit Application Forms

The Contractor shall work with the EPA WACOR to identify enhancements to the PDF fill-and-print versions of the eight individual NPDES permit application forms that were developed and posted to EPA's applications and forms web page in June 2019. Enhancement could include changes to formatting, usability, error checking, and other elements of the forms to make them easier for applicants to use and for permitting authorities to review and extract information. Enhancements will be identified by EPA, applicants, and/or other users as the new forms are being implemented.

Deliverables:

- A. Revised forms with enhancements included.

Level of Effort: EPA estimates 25 hours for this task.

Task 2: Support for Reviewing State NPDES Individual Permit Application Forms

As requested by the EPA WACOR, the Contractor shall review specific state application forms to determine whether the state forms are consistent with EPA regulations, and shall identify inconsistencies. The Contractor shall provide a summary of the findings in a brief report, including a mark-up of the state form where appropriate, and recommendations for corrections necessary to make the state form consistent with Federal requirements. The Contractor shall review forms 1, 2A, and 2C, for all states that use their own versions of the forms (50 forms total), and other state forms as requested by EPA.

Deliverables:

- A. Draft reports of state NPDES application adequacy

Level of Effort: EPA estimates 250 hours for this task.

Task 3: CSO Public Notification ICR Renewal

The Contractor shall provide support to EPA efforts to draft and finalize the ICR below.

ICR Number	ICR Name	Expiration Date
2040-0293	Public Notification Requirements for CSOs in the Great Lakes Basin (Renewal)	04/30/21

Activities to be performed under this task for the ICR listed above shall include:

Draft ICR Proposal

- 1 Prepare draft ICR, including supporting statement and data.

- 2 Prepare first federal register notice

Final ICR for OMB submission

- 3 Prepare draft responses to public comments on the draft supporting statement
- 4 Respond to EPA comments on draft ICR documents and revise as necessary
- 5 Prepare final ICR(s) supporting statements
- 6 Prepare draft second federal register notice
- 7 Prepare materials for Information Collection Request, Review and Approval System (ICRAS) submission

Task 1 Deliverables:

Draft ICR proposal and federal register notice is due to EPA on or before July 15, 2020. Revised documents shall be due within 2 weeks of receipt of EPA comments.

Draft response to comments, ICRAS materials, and FR notice shall be due with the final ICR two weeks following the close of the public comment period.

Final documents will be formatted in Microsoft Word and Adobe Acrobat suitable for posting on the EPA Website.

Level of Effort: EPA estimates 80 hours for this task

Task 4: NPDES Consolidated ICR Data Analysis and Renewal

The Contractor shall provide necessary updates for the next renewal of the active consolidated ICR (2040-0004), including:

1. Revised, streamlined data spreadsheets
The contractor shall update the underlying spreadsheets to simplify them and make them more user-friendly. The contractor shall document where data comes from and how they are calculated to ensure future revisions are accurate.
2. Updates to the ICR
Including, but not limited to: new ICRs for inclusion (such as the ICR developed in Task 3), burden shifts and reductions (such as the transfer of the Vessels program), general updates (such as labor rates and universe counts), and any changes related to new Agency ICR policy.

The Contractor shall provide support to EPA efforts to begin the next renewal of this ICR. Activities to be performed under this task shall include:

Draft ICR Proposal

1. Prepare draft ICR, including supporting statement and data.
2. Prepare first federal register notice

Deliverables:

- A. Revised spreadsheets, updates to the ICR, first draft of ICR proposal and draft federal register notice for EPA staff review is due to EPA on or before January 15, 2021.
- B. Revised drafts of ICR proposal and federal register notice for EPA management review shall be due on or before May 15, 2021. Revised documents shall be due within 2 weeks of receipt of EPA comments.

Level of Effort: EPA estimates 1,000 hours for this task.

Task 5: Quality Assurance Project Plan

EPA requires that activities involving the collection, generation, evaluation, analysis or use of environmental data must be supported by an approved Quality Assurance Project Plan (QAPP) in place prior to the commencement of the work. Tasks 3 and 4 of the WA may require a QAPP. Tasks 3 and 4 are continued work from WA 3-15. The prior QAPP may be updated and revised pursuant to this WA.

The Contractor must prepare a QAPP that describes specific QA strategies that will be used when performing environmental data operations to support the objectives of this work assignment. The QAPP must include all applicable elements specified in “EPA Requirements for Quality Assurance Project Plans” (EPA QA/R-5). The contractor may develop/update the QAPP incrementally, and the QA Coordinator will review and approve the QAPP section by section according to the optimum sequence for getting the data-related activities started.

Deliverables:

- A. The contractor must submit the draft QAPP for a data-related activity at least 15 working days before the activity’s anticipated start-work date. Monthly progress reports should describe (a) the contractor’s progress on implementing the QAPP and resolving old data quality issues, and (b) any new issues.

Level of Effort: EPA estimates 10 hours for this task.

Requirements

Reporting

Reports shall be submitted in accordance with the reporting requirements of the contract. In addition, the Contractor shall maintain contact with the EPA WACOR to advise of progress and problems. All documents shall be delivered in MS Word as requested by the WACOR. The Contractor shall notify the EPA CO and WACOR immediately when expenditures of 75% of the work assignment LOE or funding (including pipeline costs) are reached.

The Contractor shall be prepared to submit for inspection copies of all work in progress any time as requested by the WACOR. The Contractor shall not release information or comments on

works performed under this work assignment without the WACOR's prior written authorization. Wherever practicable, all written materials submitted to EPA must be doubled-sided and on recycled paper. All electronic media submitted to the EPA WACOR shall be scanned for and identified as free from viruses.

The Contractor shall submit drafts and final products in hard copy as well as on the appropriate electronic media in a format compatible with Water Permits Division hardware.

Travel

This work assignment includes local travel only, as needed.

Information Collection

All collection of information and data shall be in accordance with the Office of Water Quality Management Plan and OMB requirements under the Paperwork Reduction Act.

Conference/Meeting Guidelines and Limitations

The Contractor shall immediately alert the EPA WACOR to any anticipated event under the work assignment which may result in incurring an estimated \$20,000 or more cost, funded by EPA, specific to that event, meeting, training, etc. Those costs would include travel of both prime and consultant personnel, planning and facilitation costs, AV and rental of venue costs, etc. The EPA WACOR will then prepare approval internal paperwork for the event and will advise the Contractor when appropriate signatures have been obtained. At that point, effort can proceed for the event. If the event is being sponsored by another EPA organization, the organization providing the planning is responsible for the approval.

Performance Requirements and Measurable Standards: This WA will be evaluated in accordance with the Quality Assurance Surveillance Plan in the contract award document

Deliverable	Schedule
Task 1 (A). Revised Forms with enhancements included	As specified in technical direction from the WACOR
Task 2 (A). Draft reports of state NPDES application adequacy	As specified in technical direction from the WACOR
Task 3 (A). Draft response to comments, ICRAS materials, and FR notice	Due with the final ICR two weeks following the close of the public comment period

Deliverable	Schedule
Task 4 (A). Revised spreadsheets, updates to the ICR, draft ICR proposal and draft federal register notice for EPA staff review	Due on or before January 15, 2021
Task 4 (B). Revised drafts for management review	Due on or before May 15, 2021. Revised documents shall be due within 2 weeks of receipt of EPA comments
Task 5 (A). Draft QAPP for a data-related activity	Draft QAPP at least 15 working days before the activity's anticipated start-work date. Progress reports monthly.

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 4-01				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001				
Contract Number EP-C-16-003			Contract Period 07/01/2016 To 06/30/2021 Base Option Period Number 4			Title of Work Assignment/SF Site Name NPDES Application Forms				
Contractor EASTERN RESEARCH GROUP, INC.					Specify Section and paragraph of Contract SOW See PWS					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 07/01/2020 To 06/30/2021					
Comments: Amendment 1 removes the previous WACOR (Amelia Letnes) and replaces her with the previous Alternate WACOR (Laura Phillips). In addition, Amendment 1 adds an additional 204 LoE hours to Task 1 and adds a new task, Task 6, to the PWS. All other terms and conditions remain unchanged and are in full force and effect.										
<input type="checkbox"/> Superfund					Accounting and Appropriations Data					<input checked="" type="checkbox"/> Non-Superfund
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO <input type="checkbox"/> (Max 2)										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:		LOE:						
07/01/2016 To 06/30/2021				1,365						
This Action:				204						
Total:				1,569						
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee		LOE:				
Cumulative Approved:				Cost/Fee		LOE:				
Work Assignment Manager Name Laura Phillips <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 202-564-0741 FAX Number:				
Project Officer Name Tangela Cooper <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 202-566-0369 FAX Number:				
Other Agency Official Name <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: FAX Number:				
Contracting Official Name Camille W. Davis <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 513-487-2095 FAX Number: 513-487-2115				

**PERFORMANCE WORK STATEMENT
CONTRACT EP-C-16-003
WORK ASSIGNMENT 4-01
Amendment 1**

Title: Technical Support for NPDES Application Forms and Information Collection Requests

Work Assignment Contracting Officer's Representative (WACOR):

~~Amelia Letnes~~ **Laura Phillips (4203M)**
Water Permits Division
Office of Wastewater Management
U.S. Environmental Protection Agency
Washington, D.C. 20004
202-564-0741
~~Letnes.Amelia@epa.gov~~
Phillips.laura@epa.gov

~~Alternate Work Assignment Contracting Officer's Representative (Alternate AWACOR):~~
To be identified at later date due to limited staffing.

~~Laura Phillips (4203M)~~
~~Water Permits Division~~
~~Office of Wastewater Management~~
~~U.S. Environmental Protection Agency~~
~~Washington, D.C. 20004~~
~~202-564-0741~~
~~phillips.laura@epa.gov~~

Period of Performance: July 1, 2020 through June 30, 2021

Estimated Level of Effort: Increased by 204 LOE hours (new total: 1,569 LOE hours [204 + 1,365]).

Background Information: No change.

Performance Work Statement: Contract Section 3.3, 3.5

Task 1: Support for Future Enhancements to NPDES Individual Permit Application Forms

In addition to the deliverables requested under the original work assignment (7/1/20), the contractor shall develop a set of eight draft sample permit application examples with hyperlinks and text boxes with additional information for completing the form, where appropriate, to be used by NPDES applicants as a reference when completing NPDES applications. The draft

examples will be reviewed by EPA and then revised by the contractor within two weeks of receipt of EPA's review comments. After EPA has reviewed the final draft sample permit applications and approved them the contractor shall post them to EPA's applications and forms web page within three weeks.

Deliverables: Draft sample permit applications for EPA's review and final sample permit applications based on EPA's review comments. Final sample permit application examples

***Level of Effort:* EPA estimates an additional 64 LOE hours for this task for a revised new total of 89 LOE hours (64 + 25).**

Task 2: No change.

Task 3: No change.

Task 4: No change.

Task 5: No change.

NEW TASK 6: Dental Amalgam ICR Renewal

The Contractor shall provide support to EPA efforts to finalize the ICR below which is a continuation of work from the previous WA 3-15.

ICR Number	ICR Name	Expiration Date
2040-0287	Effluent Limitation Guidelines and Standards for the Dental Category (Renewal)	11/30/20

Activities to be performed under this task for the ICR listed above shall include:

Final ICR for OMB submission

1. Prepare draft responses to public comments on the draft supporting statement
2. Respond to EPA comments on draft ICR documents and revise as necessary
3. Prepare final ICR(s) supporting statements
4. Prepare draft second federal register notice
5. Prepare materials for Information Collection Request, Review and Approval System (ICRAS) submission

Deliverables:

- A. Draft response to comments, ICRA materials, and FR notice shall be due with the final ICR in up to thirty days following the close of the public comment period. EPA will review the draft deliverables and the contractor will revise the deliverables based on EPA's review comments within three weeks. The final documents will be formatted in Microsoft Word and Adobe Acrobat suitable for posting on the EPA Website.

Level of Effort: EPA estimates 140 LOE hours for this task.

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment </div> <div style="border: 1px solid black; padding: 5px;"> Work Assignment Number 4-03 <input type="checkbox"/> Other <input type="checkbox"/> Amendment Number: </div> </div>										
Contract Number EP-C-16-003		Contract Period 07/01/2016 To 06/30/2021 Base Option Period Number 4		Title of Work Assignment/SF Site Name Water-Quality Based Permitting						
Contractor EASTERN RESEARCH GROUP, INC.			Specify Section and paragraph of Contract SOW See PWS							
Purpose: <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval			Period of Performance From 07/01/2020 To 06/30/2021							
Comments: Work shall not start and cost cannot incur until July 1, 2020. On July 1, 2020, and in accordance with clause B.2 of the contract, immediate start is hereby approved for this work assignment. If the work plan is not approved within 30 calendar days after receipt of the work plan, the contractor shall stop work.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO <input type="checkbox"/> (Max 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period: 07/01/2016 To 06/30/2021		Cost/Fee:		LOE: 0						
This Action:				2,450						
Total:				2,450						
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:		Cost/Fee		LOE:						
Cumulative Approved:		Cost/Fee		LOE:						
Work Assignment Manager Name Danielle Stephan						Branch/Mail Code:				
<div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Phone Number: 202-564-0759				
						FAX Number:				
Project Officer Name Tangela Cooper						Branch/Mail Code:				
<div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Phone Number: 202-566-0369				
						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
<div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Phone Number:				
						FAX Number:				
Contracting Official Name Camille W. Davis						Branch/Mail Code:				
<div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Phone Number: 513-487-2095				
						FAX Number: 513-487-2115				

PERFORMANCE WORK STATEMENT
CONTRACT EP-C-16-003
WORK ASSIGNMENT 4-03

TITLE: Support for Water-Quality Based Permitting Activities

WORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (WACOR):

Danielle Stephan
U.S. Environmental Protection Agency (EPA)
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W: 202-564-0759 F: 202-564-9544
Email: stephan.danielle@epa.gov

**ALTERNATE WORK ASSIGNMENT CONTRACTING
OFFICER'S REPRESENTATIVE (AWACOR):**

Amelia Letnes
U.S. Environmental Protection Agency (EPA)
Office of Wastewater Management (OWM) Water Permits
Division (WPD) (4203M) Washington, DC 20460
W: 202-564-5627 F: 202-564-9544
Email: letnes.amelia@epa.gov

PERIOD OF PERFORMANCE: July 1, 2020 through June 30, 2021

ESTIMATED LEVEL OF EFFORT: 2450

OBJECTIVE: The objective of this work assignment is to provide technical support to EPA in its efforts to communicate information and develop tools and guidance to help states implement water quality standards and Total Maximum Daily Load (TMDL)s and other Clean Water Act (CWA) requirements through the National Pollutant Discharge Elimination System (NPDES) Program. The work will focus on the development of water-quality based permitting tools, guidance, whitepapers, case studies, outreach and communication documents, strategy documents and support the regulatory process to support the implementation of water quality standards, including how states are permitting for the effects of nutrient pollution. This work assignment will also provide support and technical assistance with EPA's efforts to help States use a variety of flexible approaches under the Clean Water Act to deal with water quality challenges in the NPDES program. These approaches may include, but are not limited to watershed-based permitting, adaptive management, integrated planning and water quality trading. The target audience is NPDES permit writers, state and regional water program managers and other key NPDES program

stakeholders, such as regulated point source dischargers.

Performance Work Statement: Contract Sections 3.4, 3.5, 3.7, 3.9

The administrative and technical tasks to be provided by the contractor under this work assignment shall support management, technical and logistical tasks associated with communicate information and develop tools to help states implement water quality standards and TMDLs and other clean water act requirements through the NPDES Program.

As outlined above, technical support will include the following:

1. **Data collection and analysis** for NPDES permits with nutrient requirements
2. **Nutrient Compendium** – Support the development of a State compendium of nutrient permitting practices.
3. **Watershed-based Permitting Case Study development** – update existing and develop new case studies where states are using watershed-based permitting approaches to address water quality concerns
4. **Water Quality Trading: Policy Revisions** - support EPA in developing or revising documents to reflect changes to EPA's existing trading policy.
5. **Federal Register Notice support for Water Quality Trading:** - assist EPA in completing a response to comments document
6. **State Water Quality Trading Programs Support-** technical assistance to states that are developing and implementing a water quality trading program
7. **Water Quality Trading Rulemaking Support** - support EPA in stakeholder engagement efforts regarding a potential water quality trading rulemaking

Task 1 – Analyze and Compile Effluent Data on Nutrient Pollution

A. General Permits Data Analysis

In accordance with EPA's protocol, for fiscal year ending September 2020 the contractor shall pull general permitting data for any parameter code related to nutrient pollution for all 50 states and major territories from the Integrated Compliance Information System (ICIS-NPDES). In addition to data pulled from ICIS-NPDES, the contractor shall pull equivalent data from the EPA's Discharge Monitoring Report (DMR) Pollutant Loadings Tool. The purpose of this data pull is to aid in the comparison of data pulled directly from ICIS-NPDES with data pulled from the Loadings Tool. This analysis will help ensure the consistency of EPA's Office of Waste Management's nutrients data with data that is used by EPA's Office of Oceans Wetlands and Watershed (OWOW) data pulls on behalf of the Hypoxia Task Force. The DMR Loadings Tool can be found at:

<https://echo.epa.gov/trends/loading-tool/hypoxia-task-force-annual-loading/>

The contractor shall produce up to 10 reports summarizing the general permitting data. The requirements of each report and table will be provided through written technical direction from the WACOR and deliverables will generally be due 14 working days after technical direction is given. EPA's permitting protocol, and the format for the nutrients table that is on EPA's website are each located in attachment 1 entitled "Attachment 1- *Nutrient Data Compilation and Analysis Outline_11.08.19.*"

The contractor shall analyze available data ICIS-NPDES for the following data field for

general permitted dischargers:

Appendix 1 – List of fields to pull from ICIS SAP Business Intelligence for permits with nutrient monitoring/limits:

Region Code State Code	Feature Latitude/Longitude. Horizontal	Limit Unit Short Desc Limit
NPDES ID	Accuracy Measure (Meter) Perm Feature	Unit Desc
Facility Type Code Facility	Latitude/Longitude. Source Map Scale	Limit Value Type Code Limit
Type Desc Permit Name	Number Perm Feature	Value Type Desc Limit Value
Facility Name	Latitude/Longitude. Reference Point	Limit Value Consolidation Limit Value
Location Address Supplemental Address	Desc Perm Feature Latitude/Longitude.	Requirement Short Statistical Base Short
City State Code	Geometric Type Desc	Desc Statistical Base Long Desc Limit
Zip	Perm Feature Latitude/Longitude.	Value Qualifier Code Primary Permit
County Name	Horizontal Collect Method Desc Perm	SIC Code Primary Permit SIC Desc
Section Township Range Latitude in	Feature Latitude/Longitude.	Permit SIC Code
Decimal Degrees Longitude in Decimal	Horizontal Reference Datum Desc	Permit SIC Desc
Degrees Horizontal Accuracy Measure	Perm Feature Water Body. RAD Reach	Permit SIC Primary Indicator Primary
Source Map Scale Number Reference Point	ID	Permit NAICS Code Primary Permit
Desc Geometric Type Desc Horizontal	Perm Feature Water Body. RAD HUC	NAICS Desc Permit NAICS Code
Collect Method Desc	Code based on Reach ID Perm Feature	Permit NAICS Desc Permit
Horizontal Reference Datum Desc	Water Body. RAD Water Body Name	NAICS Primary
HUC Code Tribal Land Code	Perm Feature Water Body. State Water	Indicator Primary Facility SIC Code
Tribal Land Name	Body Code Perm Feature Water Body.	Primary Facility SIC Desc Facility
USBC Tribal Land Code Permit Type Code	State Water Body Name	SIC Code
Permit Type Desc Facility Type	Perm Feature ID	Facility SIC Desc
Indicator	Perm Feature Flow. App Actual	Facility SIC Primary Indicator Primary
Curr. Major Minor Status Total App.	Average Flow (MGD) Perm Feature	Facility NAICS Code Primary Facility
Design Flow (MGD) Total Actual Average	Flow. Application Design Flow Limit	NAICS Desc Facility NAICS Code
Flow (MGD)	Set Designator	Facility NAICS Desc Facility
Permit Status Code Permit	Limit Set Name Limit Set	NAICS Primary Indicator
Status Desc Issue Date	Type Desc	Component Type Code Component
Effective Date Expiration Date	Limit Set DMR Comments Change of	Type Desc Curr. Compl. Track. Status
State Water Body	Limit Status Desc Parameter Code	Curr. Compl. Track. Status Start Dt
State Water Body Name Perm Feature	Parameter Desc Monitoring Location	Curr. Compl. Track. Status End Dt
Type Desc Perm Feature Desc	Code Monitoring Location Desc Limit	Dmr Non Receipt Flag Rnc
Perm Feature	Season ID All Months Limit Applies -	Tracking Flag MGP
Latitude/Longitude	Short Basis Of	NPDES ID MGP Gen. Perm.
Latitude in Decimal Degrees Perm Feature	Limit Code Basis Of Limit Desc Eligible	Industrial Cat. Desc. FRS
Latitude/Longitude. Longitude in Decimal	for Burden Reduction? Any Effluent	Facility UIN FRS HUC Code
Degrees Perm	Trade in Place?	ICIS Facility Interest ID
	Limit Type Code Limit	
	Type Desc Limit Start	
	Date Limit End Date	
	Limit Frequency of Analysis Desc	
	Limit Sample Type Desc	

Raw data reports for general permitted facilities should be provided to EPA in separate files.

Deliverables:

	Deliverable	Due by
1	Nutrient general permitting data analysis report from ICIS-NPDES	Within 14 days of receipt of Technical Direction from the WACOR
2	Nutrient general permitting data analysis report from ICIS-NPDES and the DMR Loadings Tool, filtering out all the facilities outside of the Mississippi River Basin watershed	Within 14 days of receipt of Technical Direction from the WACOR

B. Individual Permits Data Analysis

In accordance with EPA's protocol, for fiscal year ending September 2020, the contractor shall pull data on any parameter code related to nutrient pollution for all 50 states and major territories from the Integrated Compliance Information System (ICIS-NPDES). In addition to data pulled from ICIS-NPDES, the contractor shall pull equivalent data from the EPA's Discharge Monitoring Report (DMR) Pollutant Loadings Tool. The purpose of this data pull is to aid in the comparison of data pulled directly from ICIS-NPDES with data pulled from the Loadings Tool. This analysis will help ensure the consistency of EPA's Office of Waste Management's nutrients data with data that is used by EPA's Office of Oceans Wetlands and Watershed (OWOW) data pulls on behalf of the Hypoxia Task Force. The DMR Loadings Tool can be found at: <https://echo.epa.gov/trends/loading-tool/hypoxia-task-force-annual-loading/>.

The contractor shall deliver up to 15 reports that summarize trends in the permit limit data with a focus on permit limit characteristics and monitoring requirements for individual permits and general permits. These reports will include a set of data reports using the data pull from ICIS with facilities outside of the Mississippi/Atchafalaya River Basin (MARB) filtered out, and a set of data reports using the data pull from the DMR Loadings Tool with facilities outside of the MARB filtered out. The contractor shall also deliver a table of NPDES nutrient monitoring and limits data, using the data from the ICIS data pull, and formatted in accordance with EPA's web format.

The requirements of each report and table will be provided through written technical direction from the WACOR and deliverables will generally be due 14 working days after technical direction is given. EPA's permitting protocol, and the format for the nutrients table that is on EPA's website are each located in attachment 1 entitled "Attachment 1- *Nutrient Data Compilation and Analysis Outline_11.08.2019.*"

The contractor shall analyze available data from ICIS-NPDES for the following data fields for individually and general permitted dischargers: See Appendix 1 above.

Raw data reports for individual permitted facilities should be provided to EPA in separate files.

Deliverables:

	Deliverable	Due by
1	Nutrient permitting data analysis report from ICIS- NPDES	Within 14 days of receipt of Technical Direction from the WACOR
2	Nutrient permitting data analysis report from ICIS- NPDES and the DMR Loadings Tool, filtering out all the facilities outside of the Mississippi River Basin watershed	Within 14 days of receipt of Technical Direction from the WACOR
3	Table of nutrient permitting data from ICIS- NPDES, using EPA's web format	Within 14 days of receipt of Technical Direction from the WACOR

Task 2 – Compendium of State NPDES Nutrient Practices

Note: Work on this task has already started on the previous work assignment (WA 3-03). The contractor shall continue work started under the last option period.

EPA has been working on a compendium of state practices, policies and procedures targeted to reducing nutrients from point sources. The purpose of the compendium is to facilitate state-to-state sharing about different methods of addressing the adverse effects of nutrient pollution in NPDES permits. Several states have developed practices and procedures for nutrient pollution, while others are still discerning how to address nutrients. This compendium will serve as a “clearing house” for the various procedures, and open dialog on the different approaches.

(A) **Phase I of Nutrient Compendium:** Phase I of the compendium includes information on the following procedures and practices:

- Critical Low Flows
- Critical Effluent Concentrations
- Background Concentrations
- State Performance Based Approaches
- Water Quality Trading for Nutrients
- Watershed-Based Permitting

The contractor shall continue to support the EPA WACOR on any additional edits needed to Phase I of the compendium document as it goes through EPA management review. The Contractor shall support EPA WACOR on any additional requirements needed for posting the document on EPA's website. These tasks may include, but are not limited to, developing outreach materials, mock websites, website language development, press statements and other communication and outreach materials as necessary.

(B) **Phase II of Nutrient Compendium:** Once phase 1 of the compendium is completed, the

contractor shall begin working on a second phase of the compendium. This Phase will include two major tasks:

- Collect all requests to Update existing writeups in the compendium when State and Regional permitting authorities make changes to their programs that would impact the write ups.
- Begin drafting content for Phase 2 of the compendium write ups. The contractor shall use, for the most part, publicly available information to draft content for the compendium on the following topic areas State related to nutrient permitting practices:
 - Mixing Zone Policies for Nutrients
 - Variance Policies
 - TMDL implementation
 - Other novel policies and procedures

The contractor shall assist the WACOR with drafting content for updating and adding new material to the compendium document, editing content already drafted by EPA experts and finalizing the Phase II compendium materials.

Sources of publicly available information can include but are not limited to the following; draft and final permits and permit factsheets, policy documents, strategy documents, implementation plans, watershed plans, TMDL documents and state websites.

When drafting content for the compendium, it may be necessary for the contractor to communicate with state and regional contacts. The WACOR will provide contact information to the contractor for the purposes of acquiring additional information and clarification on state procedures related to element of the compendium from State and regional contacts.

For planning purposes, the contractor shall assume development and review of content for up to 15 states. Assume each state write up shall be no more than 3 pages.

The contractor shall also help manage the state and regional review process for content in the compendium. Once content has been reviewed by EPA management, it will be sent to regional and state staff for review. Regional and state comments and changes shall be collected, and compendium content shall be edited to incorporate the comments.

Finalizing the document shall include formatting, graphic work and technical editing. The contractor shall make sure that the document looks professional and consistent with the "look and feel" of other compendium documents produced by EPA. The WACOR shall send example documents to the contractor, so they can see other compendiums that EPA has produced. The contractor shall use Microsoft word, publisher other compatible publishing software as long as the WACOR has access to the program and can make edits once the final document is delivered.

Deliverables:

	Deliverable	Due by
1	Draft write-ups for individual elements of the compendium	Within 30 days of receipt of Technical Direction from the WACOR
2	Consolidate edits and comments from regions and state review of compendium	Within 15 days of receipt of comments
3	Draft compendium document	Within 15 days of technical direction from WACOR
4	Final compendium document	Within 20 days of receipt of Technical Direction from the WACOR

Task 3: Update and Draft New Watershed-based Permitting Case Studies for Nutrients

The contractor shall develop a **tracking system** to collect information about all candidate watershed-based permits and watershed approaches for which EPA WACOR may want to consider updating or developing new case studies. The tracking system can be either a spreadsheet or database format, depending on what is recommended by the contractor and selected by the EPA WACOR. The contractor shall suggest which tracking system they recommend, and EPA WACOR will select the platform. The contractor shall then move forward with developing the tracking system. Examples of information to be collected in the tracking system includes the following:

- Link to electronic permit file and factsheet
- Type of permit
- How many facilities are covered?
- Is trading involved?
- Pollutant(s)
- Watershed
- Partner entities
- Contact information (Region and State)
- Effective and expiration dates of permit
- Supporting documentation (watershed plan, TMDL, Integrated Planning document etc.)

EPA WACOR has already started to develop a list of potential case study updates and potential new case studies that will be shared with the Contractor to begin the process of populating the candidate list. The Contractor shall collect the information above for each potential case study and make recommendations to EPA WACOR about which case studies may be the best candidates to be updated (if old case study already exists) or potential new case study.

The contractor shall take a look at the template provided by EPA from existing case studies and make recommendation for updating the template. The contractor shall develop up to 5 example templates and provide them to the EPA WACOR for selection of final template.

The contractor shall **update up to 10 existing** and **develop up to 8 new case studies** to highlight

NPDES permits and state practices related to watershed-based permitting. The Contractor shall collect and compile publicly available information and data, provide professional editing and document production, and research and analysis for each case study.

Existing case studies that need to be updated were originally developed to accompany and illustrate the concepts contained in the *Watershed-Based National Pollutant Discharge Elimination System (NPDES) Permitting Technical Guidance* and were last updated in 2007 to 2010. The existing case studies can be found at EPA's Watershed-based Permitting Website: <https://www.epa.gov/npdes/watershed-based-permitting>. Since the case studies are not all related to nutrient pollution, The EPA WACOR will identify which of the existing case studies the contractor shall update.

The contractor shall develop the **new case studies** as identified by the EPA WACOR. Candidate case studies shall be selected tracking spreadsheet/database above. The development of new case studies will involve working with publicly available information and information given by Regions and States in which the case study projects are taking place in order to gather the information necessary.

These documents are expected to go through up to 5 iterations of review before they are finalized. The contractor shall provide electronic files of each document to the EPA WACOR and other EPA headquarters and Regional staff as designated by the EPA WACOR for review. The contractor shall coordinate review of all comments on each document, provide a response to comment document and update the case studies as directed by EPA WACOR. Upon finalization of each document, the contractor shall deliver the final documents meeting all the requirements necessary to publish the document on EPA's website (eg. Meets 508 compliance, meets requirements of EPA style guide etc.) to the EPA WACOR within 14 days of the EPA WACOR's direction that the document is final.

	Deliverable	Due by
1	Draft tracking spreadsheet of database	On or before August 15 , 2020
2	Draft options for updated template for case studies	On or before August 15, 2020
3	Draft updated case studies	Within 30 days of receipt of Technical Direction from the WACOR
4	Draft New case studies	Within 45 days receipt of Technical Direction from the WACOR
5	Final updated case studies	Within 15 days of technical direction from WACOR
6	Final new case studies	Within 20 days of receipt of Technical Direction from the WACOR

Task 4: Water Quality Trading: Policy Revisions

EPA is developing technical guidance and policy for permitting authorities and stakeholders to align agency with the 2019 EPA memo entitled "*Updating the EPA's Water Quality Trading Policy to Promote Market-Based Mechanisms for Improving Water Quality*". The contractor will support EPA in

developing or revising documents to reflect the changes in policy as well as internal documents to support EPA in developing additional policy alternatives. These changes may come in the form of white papers outlining potential opportunities and flexibilities for states to implement in their respective trading programs. For planning purposes, the Contractor shall assume **up to 5 whitepapers** or other documents shall be developed, each going through **up to 3 revisions**.

Additionally, the contractor and EPA may provide technical assistance to states as they begin to develop or modify Water Quality Trading programs in response to these changes. For planning purposes, the Contractor shall provide this assistance **to up to 10 states**.

Deliverables:

	Deliverable	Due by
1	Draft up to five white papers or other documents in developing policy alternatives (within 60 days of EPA direction), and revisions based on EPA comments	Within 14 days of receipt of Technical Direction from the WACOR, or 30 for comments EPA deems “significant”
2	Support state programs through technical assistance. Assistance to be provided for up to ten states.	Due date will be specified in technical direction from WACOR

Task 5: Water Quality Trading: Federal Register Notice

EPA published a 2019 Federal Register notice entitled *Water Quality Trading Under The National Pollutant Discharge Elimination System Program* [EPA–HQ–OW–2019–0415; FRL–10000–02–OW] on September 19, 2019. The contractor shall assist EPA in completing a response to comments deliverable that addresses comments received, and revising or developing documents to reflect changes in policy, including any revisions to the baselines policy or other program areas where trading policy updates were proposed.

Deliverables:

	Deliverable	Due by
1	Revision of a response to comments document, based on comments received on the Federal Register notice	Within 14 days of receipt of Technical Direction from the WACOR
2	Development of documents to be used to reflect changes in water quality trading policy	Within 14 days of receipt of Technical Direction from the WACOR

Task 6: Supporting State Water Quality Trading Programs

As requested by the EPA WACOR, the contractor shall provide direct technical assistance to up to 4 states that are developing and implementing a water quality trading program. Initially, this will include

working with EPA to develop a process for identifying state programs ripe for assistance. EPA anticipates developing a template for permitting authorities to submit with proposals for assistance.

Upon selection of state proposals, the contractor will support permitting authorities in developing regulatory, policy, and technical documentation. Development could include drafting and revising documents. It could also involve in depth technical analysis or stakeholder outreach. EPA will issue each technical support activity as a technical direction with deliverables and timing. This work could include state travel and local meetings as appropriate.

Deliverables:

	Deliverable	Due by
1	Development of a process and template for soliciting state program support needs	Within 30 days of receipt of Technical Direction from the WACOR
2	Support state program development for up to four states.	Due date to be specified in Technical Direction from the WACOR

Task 7: Water Quality Trading Rulemaking

The contractor shall support EPA in stakeholder engagement efforts regarding a potential water quality trading rulemaking. This will involve developing materials to educate the public and stakeholders on water quality trading and supporting outreach to stakeholders and the public on a proposed and final rulemaking.

This task will also include organizing teleconferences, webcasts, and in-person engagement sessions, writing agendas and notes from meetings and generating documents for the rulemaking record. Activities for supporting a rulemaking effort include agenda preparation, logistics planning, meeting materials preparation, webcast registration and hosting, meeting facilitation, and meeting notes or transcripts. This task will also include simple website support for creating materials to be posted on EPA's website like simple graphics, fact sheets, or videos from webcasts.

Content and publications that will be added to EPA's website must be compliant with agency standards, including 508 accessibility, metadata, and other published EPA standards and requirements.

Deliverables:

	Deliverable	Due by
1	Development of outreach materials and support during public participation process.	Within 14 days of receipt of Technical Direction from the WACOR
2	Managing response to comments database, summarizing comments received.	Due date to be specified in Technical Direction from the WACOR

Deliverables shall consist of, which are due within 10 days of EPA providing specific details via a written technical directive from the WACOR, and a final version (or revised draft) within 10 days of receipt of EPA comments.

Reporting Requirements: Reports shall be submitted in accordance with the reporting requirements of the contract. In addition, the contractor shall maintain contact with the WACOR to advise the WACOR of progress and problems. All documents shall be delivered in a format compatible with Microsoft Office 2013, HTML, and/or PDF format, as requested by the WACOR. The contractor shall notify the WACOR immediately when expenditures of 75% and 90% of the work assignment LOE or funding (including pipeline costs) are reached.

The contractor shall be prepared to submit for inspection copies of all work in progress any time as requested by the WACOR. The contractor shall not release information or comments on works performed under this work assignment without the WACOR's prior written authorization. Wherever practicable, any written materials submitted to EPA must be doubled-sided and on recycled paper. Any computer disks submitted to the WACOR shall be scanned for and identified as free from viruses.

Anticipated Travel Requirements: Some limited local travel may be necessary to attend meetings with the WACOR.

Additional Requirements: Upon issuance of written technical direction, the contractor shall submit for inspection all work in progress at any time under this work assignment. The contractor shall develop and maintain files supporting each task. The contractor shall contact the CL-COR and/or WACOR by telephone to discuss any problems that may adversely affect the work on this Work Assignment. Within five (5) calendar days the contractor shall follow the phone call with a brief written explanation of the problem, including any actions already taken, and/or recommended solutions to correct the problem. Written explanation shall be made available to the CL-COR and the WACOR.

Contractor Identification: To avoid any perception that contractor personnel are EPA employees, the contractor shall assure that contractor personnel are clearly identified as independent contractors of EPA when attending meetings with outside parties or visiting field sites.

Control Requirements:

Quality Assurance Project Plan (QAPP):

EPA requires that activities involve the collection, generation, evaluation, analysis or use of environmental data must be supported by an approved Quality Assurance Project Plan (QAPP) in place prior to the commencement of the work. Tasks_1 and 3 of the WA may require a QAPP. Tasks_1 and 3 are continued work from WA 3-03. The prior QAPP may be updated and revised pursuant to this WA.

The Contractor must prepare a QAPP that describes specific QA strategies that will be used when performing environmental data operations to support the objectives of this work assignment. The QAPP must include all applicable elements specified in "EPA Requirements for Quality Assurance Project Plans" (EPA QA/R-5). The

contractor may develop/update the QAPP incrementally, and the QA Coordinator will review and approve the QAPP section by section according to the optimum sequence for getting the data-related activities started. The contractor must submit the draft QAPP for a data-related activity at least 15 working days before the activity's anticipated start-work date. Monthly progress reports should describe (a) the contractor's progress on implementing the QAPP and resolving old data quality issues, and (b) any new issues.

Enforcement Sensitive Information

The contractor recognizes that contractor employees in performing tasks specified by this WA may have access to data/information, either provided by the government or first generated during contract performance, of enforcement sensitive nature which should not be released to the public without Environmental Protection Agency (EPA) approval.

Enforcement sensitive refers to records or information compiled for law enforcement purposes (whether administrative, civil or criminal), the disclosure of which could reasonably be expected to interfere with the enforcement action. It is imperative that all contractor personnel, including but not limited to, subcontractor and consultant personnel assigned to work on this contract and/or WA, or with access to materials developed pursuant to such efforts, understand that this information is confidential, and any disclosure or misuse of the information may result in prosecution to the fullest extent of the law. All contractor personnel are expected to exercise due diligence in safeguarding, handling or disposing of any such information.

Project Employee Confidentiality Agreement

The contractor agrees that the contractor employee shall not disclose, either in whole or in part, to any entity external to the EPA, the Department of Justice, or the contractor, any information or data (as defined in FAR Section 27.401) provided by the government or first generated by the contractor under this contract, any site-specific cost information, or any enforcement strategy without first obtaining the written permission of the WACOR. If a contractor, through an employee or otherwise, is subpoenaed to testify or produce documents, which could result in such disclosure, the contractor must provide immediate advance notification to the EPA so that the EPA can take action to prevent such disclosure. Such agreements shall be effective for the life and for a period of five (5) years after completion of the contract.

Handling of Confidential Business Information (CBI)

Contractor's access to TSCA CBI must comply with the procedures set forth in the TSCA CBI Security Manual. Likewise, access to FIFRA CBI shall follow the security procedures set forth in the FIFRA Information Security Manual.

To the extent that the work under this contract requires access to proprietary or confidential business or financial data of other companies, and as long as such data remains proprietary or confidential, the contractor shall protect such data from unauthorized use and disclosure.

All files or other information identified as Confidential Business Information (CBI) shall be treated as confidential and kept in a secure area with access limited to only contractor

personnel directly involved in the case or special project assignment. The contractor, subcontractor, and consultant personnel are bound by the requirements and sanctions contained in their contracts with the EPA and in EPA's confidentiality regulations found at 40 CFR Part 2, Subpart B. Subcontractors and consultants must adhere to EPA-approved security plans which describe procedures to protect CBI and are required to sign non-disclosure agreements before gaining access to CBI.

All official data, findings, and results of investigations and studies completed by the contractor shall be available for EPA and DOJ internal use only. The contractor shall not release any part of such data without the written direction of the WACOR.

Conference/Meeting Guideline and Limitations

The contractor shall immediately alert the WACOR to any anticipated event under the work assignment which may result in incurring an estimated \$20,000 or more cost, funded by EPA, specific to that event, meeting, training, etc. Those costs would include travel of both prime and consultant personnel, planning and facilitation costs, AV and rental of venue costs, etc. The WACOR will then prepare approval internal paperwork for the event and will advise the contractor when appropriate signatures have been obtained. At that point, effort can proceed for the event. If the event is being sponsored by another EPA organization, the organization providing the planning is responsible for the approval.

Performance Requirements and Measurable Standards

This work assignment will be evaluated in accordance with the Quality Assurance Surveillance Plan in the contract award document.

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 4-03				
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001				
Contract Number EP-C-16-003			Contract Period 07/01/2016 To 06/30/2021			Title of Work Assignment/SF Site Name				
			Base Option Period Number 4			Water-Quality Based Permitting				
Contractor EASTERN RESEARCH GROUP, INC.					Specify Section and paragraph of Contract SOW See PWS					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval					Period of Performance From 07/01/2020 To 06/30/2021					
Comments: Amendment 1 removes Amelia Letnes as the Alternate WACOR and is replaced by Laura Phillips (Phone) 202-564-0741 (Fax) 202-564-9544 (Email) phillips.laura@epa.gov. All other terms and conditions remain unchanged and in full force and effect.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO <input type="checkbox"/> (Max 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:			LOE:					
07/01/2016 To 06/30/2021										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:					Cost/Fee			LOE:		
Cumulative Approved:					Cost/Fee			LOE:		
Work Assignment Manager Name Danielle Stephan							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number: 202-564-0759			
							FAX Number:			
Project Officer Name Tangela Cooper							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number: 202-566-0369			
							FAX Number:			
Other Agency Official Name							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number:			
							FAX Number:			
Contracting Official Name Camille W. Davis							Branch/Mail Code:			
_____ (Signature) (Date)							Phone Number: 513-487-2095			
							FAX Number: 513-487-2115			

PERFORMANCE WORK STATEMENT
CONTRACT EP-C-16-003
WORK ASSIGNMENT 4-03

Amendment 1: Change AWACOR from Amelia Letnes to Laura Phillips.

TITLE: Support for Water-Quality Based Permitting Activities

WORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (WACOR):

Danielle Stephan
U.S. Environmental Protection Agency
Office of Wastewater Management Water Permits Division
(4203M) Washington, DC 20460
W: 202-564-0759 F: 202-564-9544
Email: stephan.danielle@epa.gov

**ALTERNATE WORK ASSIGNMENT CONTRACTING
OFFICER'S REPRESENTATIVE (AWACOR):**

Laura Phillips ~~Amelia Letnes~~
U.S. Environmental Protection Agency
Office of Wastewater Management Water Permits Division
(4203M) Washington, DC 20460
W: (202) 564-0741 ~~202-564-5627~~ F: 202-564-9544
Email: ~~letnes.amelia@epa.gov~~ Phillips.Laura@epa.gov

PERIOD OF PERFORMANCE: July 1, 2020 through June 30, 2021

ESTIMATED LEVEL OF EFFORT: 2450

OBJECTIVE: The objective of this work assignment is to provide technical support to EPA in its efforts to communicate information and develop tools and guidance to help states implement water quality standards and TMDLs and other Clean Water Act requirements through the NPDES Program. The work will focus on the development of water-quality based permitting tools, guidance, whitepapers, case studies, outreach and communication documents, strategy documents and support the regulatory process to support the implementation of water quality standards, including how states are permitting for the effects of nutrient pollution. This work assignment will also provide support and technical assistance with EPA's efforts to help States use a variety of flexible approaches under the Clean Water Act to deal with water quality challenges in the NPDES program. These approaches may include, but are not limited to watershed-based permitting, adaptive management, integrated planning and water quality trading. The target audience is NPDES permit writers, state and regional water program managers and other key NPDES program

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 4-05				
						<input type="checkbox"/> Other <input type="checkbox"/> Amendment Number:				
Contract Number EP-C-16-003			Contract Period 07/01/2016 To 06/30/2021 Base Option Period Number 4			Title of Work Assignment/SF Site Name Wet Weather Pollution Control				
Contractor EASTERN RESEARCH GROUP, INC.					Specify Section and paragraph of Contract SOW See PWS					
Purpose: <div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Work Plan Approval </div> <div> <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Incremental Funding </div> </div>						Period of Performance From 07/01/2020 To 06/30/2021				
Comments: Work shall not start and cost cannot incur until July 1, 2020. On July 1, 2020, and in accordance with clause B.2 of the contract, immediate start is hereby approved for this work assignment. If the work plan is not approved within 30 calendar days after receipt of the work plan, the contractor shall stop work.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:		LOE:						
07/01/2016 To 06/30/2021				0						
This Action:				1,833						
Total:				1,833						
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:				Cost/Fee		LOE:				
Cumulative Approved:				Cost/Fee		LOE:				
Work Assignment Manager Name Mohammed Billah <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 202-564-2228 FAX Number:				
Project Officer Name Tangela Cooper <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 202-566-0369 FAX Number:				
Other Agency Official Name <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: FAX Number:				
Contracting Official Name Camille W. Davis <div style="display: flex; justify-content: space-between;"> <div>_____ (Signature)</div> <div>_____ (Date)</div> </div>						Branch/Mail Code: Phone Number: 513-487-2095 FAX Number: 513-487-2115				

**PERFORMANCE WORK STATEMENT
EPA CONTRACT NUMBER: EP-C-16-003
WORK ASSIGNMENT NUMBER: 4-05**

1. **TITLE:** Support for Implementation of Combined Sewer Overflow (CSO) Program

2. **ESTIMATED PERIOD OF PERFORMANCE:**

The period of performance shall be from July 01, 2020 through June 30, 2021.

3. **EPAWORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (WACOR):**

Mohammed Billah
Municipal Branch (MC: 4203M)
Water Permits Division (WPD)
Office of Wastewater Management
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
(202) 564-2228
billah.mohammed@epa.gov

ALTERNATE EPAWORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (AWACOR):

Lisa Biddle
Municipal Branch (MC: 4203M)
Water Permits Division
Office of Wastewater Management
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
(202) 566-0350
Biddle.Lisa@epa.gov

4. **OBJECTIVES:**

This Work Assignment provides support to Combined Sewer Overflow (CSO) program for the WPD.

5. STATEMENT OF WORK:

TASK 1: Combined Sewer Overflow (CSO) Program Support

The contractor shall support EPA's effort related to the Combined Sewer Overflow Program support activities. The activities may include data collection, fact sheet development, CSO workshop support activities, and other related activities. EPA WACOR will provide more specific guidance via written technical direction (TD) as needed.

- **Special Instruction:**

- ✓ EPA WACOR will be issuing Technical Direction for more specifics
- ✓ EPA believes this task will be no more than \$10,000
- ✓ EPA believes the LOE for this task will be as below.
 - PM – 5
 - PL4 = 12
 - PL3 = 40
 - PL2 = 30
 - PL1 = 15
 - Total = 102 LOE

TASK 2 – Updating Smart Data Infrastructure for Wet Weather Control and Decision Support Document and Related Case Studies

The contractor shall support EPA in finalizing the Smart Data Infrastructure for Wet Weather Control and Decision Support document as below

- Responding management comments and/or concerns
- Editing, formatting to finalize the document
- Making the document 508 compliance for web posting

DELIVERABLES:

- Final document within 4 weeks of receiving management comments and/or concerns
- Finalize the document with appropriate editing and making it 508 compliance within 2 weeks of receiving final comments from EPA WACOR
- **Special Instruction:**
 - ✓ EPA WACOR will be issuing Technical Direction as needed
 - ✓ EPA believes the LOE for this task will be as below.
 - PM – 1
 - PL3 = 25
 - PL2 = 25
 - Total = 51 LOE

TASK 3 – Combined Sewer Overflow (CSO) Program Success Story

The contractor shall support EPA's effort to develop a success story of CSO Program. This shall highlight the achievements as reflected in the CSO data collected during the option period 3. It shall present the results of the analyses and tell the overall CSO story since the implementation of the 1994 policy. The communications assistance should include the creation of overreaching materials/graphics. The contractor shall incorporate other related activities with stakeholders as directed by EPA WACOR.

- **Special Instruction:**

- ✓ EPA WACOR will be issuing TD with more specific direction as needed
- ✓ EPA believes the LOE for this task will be as below.
 - PM – 30
 - PL4 = 40
 - PL3 = 275
 - PL2 = 200
 - PL1 = 75
 - Total = 620 LOE

DELIVERABLES:

- The contractor shall submit a draft CSO success story within 4 weeks of receiving technical direction (TD) from EPA WACOR
- The contractor shall submit the final CSO success story within 4 weeks of receiving comments from WACOR

TASK 4 – CSO Modeling Tool Field Adaptation and Web Posting

Sub-Task 4 (A): CSO Modeling Tool – Field Adaptation. - ERG will be working with selected 3-4 CSO permittees in coordination with EPA Regions and States to use the draft CSO Model tool in the field with real data and necessary information. The contractor will be updating the draft tool as needed based on field study. The contractor shall travel to selected 3-4 CSO permittees and work closely with the respected EPA Regions, States and permittees for this task. EPA is expecting the contractor may need to spend 2 days with each permittee.

Sub-Task 4 (B): CSO Modeling Tool Web Posting

The contractor shall finalize the Draft CSO Modeling Tool based on the field adaption findings above in Task 4 (A) and make the necessary adjustment for (i) accuracy of the document, and (ii) user friendliness of the tool

- **Special Instruction:**

- ✓ EPA WACOR will be issuing TD with more specific direction as needed
- ✓ EPA believes the LOE for this task will be as below.
 - PM – 20

- PL4 = 20
- PL3 = 175
- PL2 = 50
- Total = 265 LOE

DELIVERABLES:

- Final draft version of the CSO Modeling Tool within 6 weeks of finishing the Field Adaptation 4(A) activities of receiving TD from WACOR
- Final version of the CSO Modeling Tool within 4 weeks of receiving comments from WACOR with necessary editing and making it 508 compliance for EPA web posting.

TASK 5 – Post Construction Compliance Monitoring (PCCM) Fact Sheet and Check Lists.

The contractor shall support EPA’s effort to develop a Post Construction Compliance Monitoring (PCCM) Fact Sheet, and related PCCM Checklists as below.

- Outlining the PCCM expectations as per CWA and CSO Policy requirements
- Pre-Construction Monitoring, Modeling, and Characterization and why it is important for PCCM
- PCCM – Checklists
 - ✓ Presumption Approach
 - Criteria (i),
 - Criteria (ii) and
 - Criteria (iii)
 - ✓ Demonstration Approach
 - ✓ Sewer Separation
 - ✓ Other CSO Control Measures

Special Instruction:

- EPA WACOR will be providing specific TD as needed
 - ✓ EPA believes the LOE for this task will be as below.
 - PM – 10
 - PL4 = 10
 - PL3 = 175
 - PL2 = 50
 - Total = 245 LOE

DELIVERABLES:

- Draft PCCM Fact Sheet and Checklists within 20 weeks of Work Plan approval
- Final PCCM Fact Sheet and Checklists within 4 weeks of receiving comments from EPA WACOR

TASK 6 - CMOM Technical Document

The contractor shall support EPA's effort to develop a technical document supporting the CMOM activities, and CMOM decision support using the innovative smart data capabilities. This document will be developed based on already developed CMOM outlines in coordination with EPA Office of Wastewater Management (OWM), Office of Enforcement and Compliance Assurance and Office of Science and Technology (OST) during the Option Period 3. The contractor will need to participate 4-6 hour-long conference calls with EPA internal and external stakeholders. This document will be focusing on the CMOM activities outlined in the 2005 OECA's CMOM guidance and other CMOM resources, which will be provided by EPA WACOR.

Special Instruction:

- EPA WACOR will be providing specific TD as needed
- EPA believes the LOE for this task will be as below.
 - PM – 5
 - PL4 = 10
 - PL3 = 200
 - PL2 = 20
 - PL1 = 20
 - Total = 255 LOE

DELIVERABLES:

- Draft CMOM technical document within 20 weeks of Work Plan approval
- Final CMOM Technical document within 4 weeks of receiving comments from EPA WACOR

TASK 7 – CSO LTCP Review Document

The contractor shall support EPA's effort to develop a CSO Long Term Control Plan (LTCP) review document and supporting checklist as below.

- Review Document
- Checklists
 - ✓ For Large CSO Community
 - ✓ For Small CSO Community
 - ✓ For Reviewer – NPDES Authority

Special Instruction:

- EPA WACOR will be providing specific TD as needed
- EPA believes the LOE for this task will be as below.
 - PM – 5
 - PL4 = 10
 - PL3 = 200
 - PL2 = 20

- PL1 = 20
- Total = 255 LOE

DELIVERABLES:

- Draft LTCP Review document and checklists within 20 weeks of Work Plan approval
- Final LTCP Review document and checklists within 4 weeks of receiving comments from EPA WACOR

TASK 8 – Developing the Quality Assurance Project Plan (QAPP)

- Total = 40 LOE

Quality Assurance Statement:

EPA requires that activities involve the collection, generation, evaluation, analysis or use of environmental data must be supported by an approved Quality Assurance Project Plan (QAPP) in place prior to the commencement of the work. Tasks 1, 3, and 4 of the WA may require a QAPP. Tasks 1, 3, and 4 are continued work from WA 3-05. The prior QAPP may be updated and revised pursuant to this WA.

The Contractor must prepare a QAPP that describes specific QA strategies that will be used when performing environmental data operations to support the objectives of this work assignment. The QAPP must include all applicable elements specified in “EPA Requirements for Quality Assurance Project Plans” (EPA QA/R-5). The contractor may develop/update the QAPP incrementally, and the QA Coordinator will review and approve the QAPP section by section according to the optimum sequence for getting the data-related activities started. The contractor must submit the draft QAPP for a data-related activity at least 15 working days before the activity’s anticipated start-work date. Monthly progress reports should describe (a) the contractor’s progress on implementing the QAPP and resolving old data quality issues, and (b) any new issues.

Incremental QAPP Development:

To facilitate getting the work started as soon as practicable, the contractor and WACOR may determine which work needs to be initiated first and the most advantageous sequence for beginning the remainder of the work. Then the contractor may develop the QAPP incrementally, and the Quality Assurance (QA) Coordinator shall review and approve the QAPP section by section according to the optimum sequence for getting the data-related activities started. As the contractor learns what data shall be involved, the contractor can develop the data specific portion(s) of the QAPP. Each portion of the QAPP shall include a data element table.

The contractor may develop/update the QAPP incrementally, and the QA Coordinator will review and approve the QAPP section by section according to the optimum sequence for getting the data-related activities started. The contractor must submit the draft QAPP for a data-related activity at least 15 working days before the activity's anticipated start work date. Monthly progress reports should describe (a) the contractor's progress on implementing the QAPP and resolving old data quality issues, and (b) any new issues.

QAPP Submittal: The contractor shall submit the draft QAPP for a data-related activity at least 15 working days before the activity's anticipated start-work date. Before preparing the first few sections of the QAPP, the contractor should meet or confer with WACOR and QA Coordinator to discuss developing the QAPP.

Data Quality Requirements: The contractor shall develop data quality requirements (DQRs) and methods for achieving them for the data elements in their deliverables. Descriptions of data quality requirements (DQRs) and methods for achieving these DQRs developed under this work assignment shall be added to the Office of Water DQR library for use in developing QAPPs for future projects. Such descriptions of DQRs and methods for achieving them shall be the property of EPA.

DELIVERABLES:

- A. A QAPP that describes the contractor's plan for
 - Identifying the data elements for any data-related activities, and for each of these data elements identifying either (i) the data quality requirements (DQRs) or (ii) the policy that states DQRs are not required,
 - Describing their methods for achieving the DQRs, and
 - Assuring any environmental data contained in the deliverables shall (i) be of sufficient quality for their intended primary uses and (ii) have adequate quality documentation for determining whether these data are of sufficient quality for future secondary uses.

6. TOTAL ESTIMATED LEVEL OF EFFORT:

The estimated level of effort (LOE) for this work assignment is 1,833 hours.

7. OTHER REQUIREMENTS:

TRAVEL:

The travel shall be in accordance with FAR and EPAAR and shall be approved by the Contract level COR prior to travel.

SPECIAL REPORTING REQUIREMENTS:

In addition to the reporting requirements in the contract, the contractor shall track and report LOE and cost expenditures by individual TASKs and sub-TASKs in the monthly

progress report. The contractor shall provide monthly cost breakdown by specific line items and make necessary adjustment as needed and suggested by WACOR. Also, the contractor shall submit brief reports on the status of the entire task within this work assignment. This report shall provide a narrative summary on the status of each task.

TECHNICAL DIRECTIONS AND INSTRUCTIONS:

- The contractor shall hold any activity before getting clear direction from EPA WACOR
- The Contractor shall meet with EPA face-to-face for getting direction from EPA at the very beginning and as needed
- WACOR and Alternate WACOR will be providing technical directions as needed.
- The Contractor shall be obligated only to the technical directions provided by the WACORs.

SECTION 508 REQUIREMENTS:

In 1998, Congress amended the Rehabilitation Act of 1973 to require Federal agencies to make their electronic and information technology (EIT) accessible to people with disabilities. The law (29 U.S.C. § 794 (d)) applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508, agencies must give disabled employees and members of the public access to information that is comparable to access available to others. The contractor shall make sure all documents created for EPA are in compliance with Section 508 requirements.

CONFERENCE/MEETING GUIDELINES AND LIMITATIONS

The contractor shall immediately alert the WACOR to any anticipated event under the work assignment which may result in incurring an estimated \$20,000 or more cost, funded by EPA, specific to that event, meeting, training, etc. Those costs would include travel of both prime and consultant personnel, planning and facilitation costs, AV and rental of venue costs, etc. The WACOR will then prepare approval internal paperwork for the event and shall advise the contractor when appropriate signatures have been obtained. At that point, effort can proceed for the event. If the event is being sponsored by another EPA organization, the organization providing the planning is responsible for the approval.

PERFORMANCE REQUIREMENTS AND MEASURABLE STANDARDS

This WA will be evaluated in accordance with the Quality Assurance Surveillance Plan in the contract award document.

SPECIAL INSTRUCTIONS:

- The contractor shall follow the Federal Green Policy whenever it is applicable.

- The Contractor shall notify the CO and WACOR in writing when 75% of the authorized work assignment LOE/labor hours and cost have been expended.

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment						Work Assignment Number 4-05			
						<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001			
Contract Number EP-C-16-003			Contract Period 07/01/2016 To 06/30/2021 Base Option Period Number 4			Title of Work Assignment/SF Site Name Wet Weather Pollution Control			
Contractor EASTERN RESEARCH GROUP, INC.				Specify Section and paragraph of Contract SOW See PWS					
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval				Period of Performance From 07/01/2020 To 06/30/2021					
Comments:									
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund									
SFO <input type="checkbox"/> (Max 2) Note: To report additional accounting and appropriations date use EPA Form 1900-69A.									
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars) (Cents)	Site/Project (Max 8)	Cost Org/Code
1									
2									
3									
4									
5									
Authorized Work Assignment Ceiling									
Contract Period:		Cost/Fee:		LOE:					
07/01/2016 To 06/30/2021									
This Action:									
Total:									
Work Plan / Cost Estimate Approvals									
Contractor WP Dated:				Cost/Fee		LOE:			
Cumulative Approved:				Cost/Fee		LOE:			
Work Assignment Manager Name Mohammed Billah <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> (Signature) (Date) </div>						Branch/Mail Code:			
						Phone Number: 202-564-2228			
						FAX Number:			
Project Officer Name Tangela Cooper <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> (Signature) (Date) </div>						Branch/Mail Code:			
						Phone Number: 202-566-0369			
						FAX Number:			
Other Agency Official Name <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> (Signature) (Date) </div>						Branch/Mail Code:			
						Phone Number:			
						FAX Number:			
Contracting Official Name Camille W. Davis <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> (Signature) (Date) </div>						Branch/Mail Code:			
						Phone Number: 513-487-2095			
						FAX Number: 513-487-2115			

PERFORMANCE WORK STATEMENT
EPA CONTRACT NUMBER: EP-C-16-003
WORK ASSIGNMENT NUMBER: 4-05
Amendment #1

1. **TITLE:** Support for Implementation of Combined Sewer Overflow (CSO) Program

2. **ESTIMATED PERIOD OF PERFORMANCE:**

The period of performance shall be from July 01, 2020 through June 30, 2021.

3. **EPAWORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (WACOR):**

Mohammed Billah
Municipal Branch (MC: 4203M)
Water Permits Division (WPD)
Office of Wastewater Management
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
(202) 564-2228
billah.mohammed@epa.gov

ALTERNATE EPAWORK ASSIGNMENT CONTRACTING OFFICER'S REPRESENTATIVE (AWACOR):

Lisa Biddle
Municipal Branch (MC: 4203M)
Water Permits Division
Office of Wastewater Management
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
(202) 566-0350
Biddle.Lisa@epa.gov

4. **OBJECTIVES:**

This Work Assignment provides support to Combined Sewer Overflow (CSO) program for the WPD.

TASK 4 – CSO Modeling Tool Field Adaptation and Web Posting

Sub-Task 4 (C): CSO Modeling Tool – Field Verification - ERG shall be working with selected 4-5 CSO permittees, (in addition to the Sub-Task 4 (A) of the original WA 4-05), in coordination with EPA Regions and States to use the draft CSO Model tool with real monitoring data and necessary information to verify the CSO Model. The contractor shall be updating the draft tool as needed based on model verification effort.

Special Instruction:

- ✓ EPA WACOR will be issuing TD with more specific direction as needed
- ✓ EPA believes the LOE for this sub-task will be as below.
 - PM – 20
 - PL4 = 10
 - QA Manager = 10
 - PL3 = 200
 - PL2 = 30
 - PL1 = 30
 - Total = 300 LOE

DELIVERABLES:

- Final draft version of the CSO Modeling Tool within 6 weeks of finishing the model verification
- Final version of the CSO Modeling Tool within 4 weeks of receiving comments from WACOR on the draft version with necessary editing and making it 508 compliance for EPA web posting.

TASK 9 – Combined Sewer Overflow (CSO) Program Story Map

EPA contractor shall develop an interactive CSO Program Story Map to support and highlights the Combined Sewer Overflow (CSO) Program Success Story (Task – 3 of the original WA 4-05). Most of the data needs will be generated during the CSO Program Success Story.

- Data Cleanup: – Most of the CSO data will be collected under CSO success story (Task – 3 of the original WA 4-05). Lat and Long data will need some cleanup.
- Creating a Story Map:
 - Brief CSO policy and regulatory requirements
 - Acknowledgement and disclaimer
 - Brief summary of CSO success story (Task – 3 of the original WA 4-05).
 - Interactive CSO story maps showing the followings:
 - CSO Permittee by the EPA Regions and CSO States with all the important data
 - CSO outfall Locations by the EPA Regions and CSO States

- Real-Time Public Notification by the EPA Regions and CSO States
- Green Infrastructure by the EPA Regions and CSO States
- Integrated Approach by the EPA Regions and CSO States
- Smart Data Infrastructure for CSO control

DELIVERABLES:

- Initial version of the CSO Story Map within 6 weeks of receiving instruction from EPA WACOR
- Draft version of the CSO Story Map within 6 weeks of receiving comments from EPA WACOR on the initial version of the CSO Story Map
- Final version of the CSO Success Story Map within 4 weeks of receiving comments from EPA WACOR on the draft version of the CSO Story Map

Special Instruction:

- ✓ EPA WACOR will be issuing TD with more specific direction as needed
- ✓ EPA believes the LOE for this sub-task will be as below.
 - PM – 10
 - PL4 = 10
 - QA Manager = 10
 - PL3 = 130
 - PL2 = 20
 - PL1 = 20
 - Total = 200 LOE

ESTIMATED LEVEL OF EFFORT:

The estimated level of effort (LOE) for this work assignment is 500 hours.